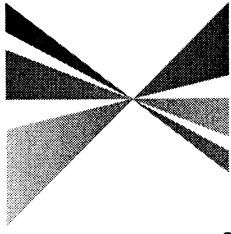


SOUTHERN CALIFORNIA



**ASSOCIATION of
GOVERNMENTS**

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Ventura County: Judy Mikels, Ventura County • Glen Becerra, Simi Valley • Carl Morehouse, San Buenaventura • Toni Young, Port Hueneme

Riverside County Transportation Commission: Robin Lowe, Hemet

Ventura County Transportation Commission: Bill Davis, Simi Valley

MEETING OF THE

**ADMINISTRATION
COMMITTEE**

**Thursday, June 5, 2003
9:00 a.m. – 10:00 a.m.**

**Brea Community Center
965 East Madison Way
Brea, California
714. 990.7140**

Agenda & Map Enclosed

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Deby Salcido at 213.236.1990 or salcico@scag.ca.gov.

ADMINISTRATION COMMITTEE

AGENDA

JUNE 5, 2003

PAGE #

TIME

1.0 CALL TO ORDER

- 2.0 PUBLIC COMMENT PERIOD** -- Members of the public desiring to speak on an agenda item, or agenda items not on the agenda, but within the purview of this committee, must notify the Secretary and fill out a speaker's card prior to speaking. A speaker's card must be turned in before for the meeting is called to order. Comments will be limited to three minutes. The Chair may limit the total time for comments to twenty (20) minutes.

• ELECTION OF CHAIR & VICE-CHAIR

3.0 CONSENT CALENDAR

3.1 Approval Items

- | | | |
|-------|--|-----|
| 3.1.1 | <u>Approval of May 1, 2003 Minutes</u>
Attachment | 269 |
| 3.1.2 | <u>Approval of Contracts</u>
RC Attachment | |
| | • National Demographics Corporation | 10 |
| | • Fregonese Calthorpe Associates | 12 |
| 3.1.3 | <u>Authorization to Apply for EPA Grant for</u>
<u>"Support for Local Activities to Quantify</u>
<u>and Reduce Greenhouse Gas Emissions"</u>
RC Attachment | 14 |
| 3.1.4 | <u>Authorization to Apply for two Grant</u>
<u>Applications for the development of a</u>
<u>GIS Data Sharing Systems</u> RC Attachment | 17 |
| 3.1.5 | <u>Authorization to Execute MOU with LACMTA</u>
<u>to Establish a Transportation Planning Institute</u>
RC Attachment | 22 |



ADMINISTRATION COMMITTEE

AGENDA

DOCS #85471

JUNE 5, 2003

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TIME

- | | | |
|--------|--|----|
| 3.1.6 | <u>Approval of a Notice of Preparation for
The Program Environmental Impact
Report (PEIR) for the 2004 RTP
RC Attachment</u> | 24 |
| 3.1.7 | <u>SCAG Conflict of Interest RC Attachment</u> | 31 |
| 3.1.8 | <u>Approve co-sponsorship of the Southern
California Leadership Program RC Attachment</u> | 33 |
| 3.1.9 | <u>Adopt Resolution #03-443-01 Endorsing
OC Transportation Authority's Car Sharing
Proposal & Grant Application RC Attachment</u> | 35 |
| 3.1.10 | <u>Authorize Execution of MOU with LACMTA
For COMPASS/Growth Visioning Program
RC Attachment</u> | 38 |
| 3.1.11 | <u>Authorize Executive of MOU with SCRRA,
VCTC and the California Economic Partnership</u> | 40 |
| 3.2 | <u>Receive & File</u> | |
| 3.2.1 | <u>Conflict of Interest
RC Attachment</u> | 48 |
| 3.2.2 | <u>Contracts & PO's between \$5,000-\$25,000
(Info Only) RC Attachment</u> | 50 |
| | <u>Contracts</u> | |
| | <ul style="list-style-type: none">• Applied Business Solutions• Fennessy Associates | |
| | <u>Purchase Orders</u> | |
| | <ul style="list-style-type: none">• Dell Marketing• Environmental Systems Research Institute• Environmental Systems Research Institute | |
| 3.2.3 | <u>2003/2004 Legislative Matrix
RC Attachment</u> | 52 |



ADMINISTRATION COMMITTEE

AGENDA

JUNE 5, 2003		PAGE #	TIME
4.0	<u>ACTION ITEMS</u>		
4.1	<u>Administration Committee Report</u>	Mayor Richard Dixon, Chair	
4.1.1	<u>Strategic Plan Task Force Report</u> <u>Adding a New RC District &</u> <u>Redistricting Attachment</u>		79
	Recommended Action: Approve Task Force recommendations.		
4.2	<u>Update on KPMG FY 2001-02 Audit</u>	Councilmember Sid Tyler, Chair	
5.0	<u>INFORMATION ITEMS</u>		
5.1	<u>Monthly Financial Report Attachment</u>	Bert Becker, CFO	263
5.2	<u>Caltrans Audit Update</u>	Bert Becker, CFO	
5.3	<u>Rideshare & TranStar Update</u>	Mark Pisano Executive Director	
6.0	<u>FUTURE AGENDA ITEMS</u>		
	Any committee members or staff desiring to place items on a future agenda may make such request. Comments should be limited to three minutes.		
7.0	<u>ANNOUNCEMENTS</u>		
8.0	<u>ADJOURNMENT</u>		
	The next meeting is scheduled for Thursday, July 31 at the SCAG Offices.		



Approval of May 1, 2003 Minutes
ADMINISTRATION COMMITTEE ATTACHMENT #3.1
Thursday, June 5, 2003

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
Administration Committee Minutes
May 1, 2003

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPES OF THE MEETING ARE AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Administration Committee held its meeting at the SCAG Offices, 818 W. 7th Street, 12th Floor, Los Angeles, CA 90017.

1.0 CALL TO ORDER

Chairman Richard Dixon called the meeting to order at 9:08 a.m.

Committee Members Present:

Councilmember Ron Bates	City of Los Alamitos
Councilmember Hal Bernson	City of Los Angeles
Mayor Richard Dixon	City of Lake Forest
Mayor Lee Ann Garcia	City of Grand Terrace
Supervisor Hank Kuiper	County of Imperial
Supervisor Judy Mikels	County of Ventura
Mayor Ron Roberts	City of Temecula
Supervisor Charles V. Smith	County of Orange
Councilmember Sidney Tyler	City of Pasadena
Councilmember Toni Young	City of Port Hueneme

Committee Members Absent:

Mayor William Alexander	City of Rancho Cucamonga
Councilmember Janice Hahn	City of Los Angeles
Mayor Ron Loveridge	City of Riverside
Mayor Bev Perry	City of Brea
Mayor Pro Tem Bea Proo	City of Pico Rivera

Staff Present:

Bert Becker	Chief Financial Officer
Ed Paul	Internal Auditor

Others Present:

Jeff Lustgarten	Cerrell
Ed Jones	SCAG Liaison
Phyllis Winger	City of LA/Councilman Bernson's Staff
Zahi Faranesh	SCAG
Jeff Davis	Caltrans
David Sosa	Caltrans
Catherine McMillan	CVAG

2.0 PUBLIC COMMENT PERIOD

None

3.0 CONSENT CALENDAR

The Consent Calendar was MOVED (Supervisor Judy Mikels), SECONDED (Mayor Ron Bates), and UNANIMOUSLY APPROVED.

3.1 Approval Items

3.1.1 Minutes of the April 3, 2003 Meeting

3.1.2 Approval of Contracts

- Environmental Science Associates

Contract Amendment

- Aerial Information Systems

Software License Renewal

- Thomas Brothers

3.1.3 Authorization to Execute MOU with OCTA, SCRRA, SANBAG and RCTC for Regional Transportation Model Improvement Program

3.1.4 Authorization to Apply for Funding Assistance Through the Travel Model Improvement Program (TMIP) Peer Review Program

3.1.5 Approval of co-sponsorship of UCLA Arrowhead Symposium

3.2 Receive & File

3.2.1 Conflict of Interest Listing (Info Only) RC Attachment

3.2.2 2003/2004 Legislative Summaries

4.0 ACTION ITEMS

4.1 Administration Committee Report

4.1.1 Approval of Final FY 2003-2004 OWP

This items was MOVED (Councilmember Toni Young), SECONDED (Supervisor Hank Kuiper) and UNANIMOUSLY APPROVED.

4.1.2 Authorization to Enter Into an Agreement With LA County Community and Senior Services Department for Implementation of the Transportation Information Project

- This item was MOVED (Supervisor Judy Mikels), SECONDED (Councilmember Toni Young) and UNANIMOUSLY APPROVED.

5.0 INFORMATION ITEMS

5.1 Monthly Financial Report

Bert Becker informed the committee that the external audit for SCAG is almost complete. The Audit, Management Letter, and Single Audit Report will be presented to the Audit/Best Practices Committee on May 28, 2003 and then presented to the Administration Committee at the June 5, 2003 meeting.

5.2 Impact of Delayed State Budget on Contracts

Samir Mehta, Manager of Contracts informed the committee that if there is a State budget impasse, contractors may continue work on a voluntary basis and will not be able to submit any invoices until the Governor signs the budget.

Don Rhodes informed the committee that SCAG has worked with CALCOG, Caltrans Finance, State Department of Finance, and SCAG's new State lobbyist to create language which, has been presented to the Legislative Council's office. This language would amend an existing bill, an emergency measure that would provide that if the State Budget is not approved by July 1, CPG money would continue to flow through to MPO's under certain conditions.

6.0 FUTURE AGENDA ITEMS

Chairman Richard Dixon requested that a SCAG policy regarding Technical Committees voting process be brought back to the next meeting.

7.0 ANNOUNCEMENTS

None

8.0 ADJOURNMENT

Chairman Richard Dixon adjourned the meeting at 9:32 a.m.


Bert Becker, Chief Financial Officer
Staff to the Administration Committee